

Pg/Slide #		Revision
OLD	NEW	<i>Student Guide</i>
57	57	Changed scenario Exercise 3.1 so that employee has Military Reserve Status
58	58	Changed scenario Exercise 3.2. Changed employee to a temporary hourly employee and removed Military Reserve Status
73	73	Changed scenario Exercise 4.1 to indicate that the PCR would be rejected.
118	118	Changed scenario in Exercise 7.6--removed change to Social Security #, and added instructions to add a note to Actions infotype and revise street number on Addresses infotype.
126	126	Revised scenario Exercise 8.1 to change employee's name to Emily Stafford
128	128 - 154	New Lesson #9: Connecting the BEACON Dots. New lesson that covers how Time, Benefits and Payroll are affected by various entries on PA infotypes.
Na	136	New exercise 9.1 – change IT0007 Planned Working Time
Na	141	New exercise 9.2 – create IT2003 Substitution
na	148	New exercise 9.1- change settings on a position
128	155	Old lesson 9 is now new lesson 10—same lesson title:HR Reports Overview
	165	New exercise: run WF report
140	167	Old lesson 10 is now new lesson 11—same lesson: Course Review
		<i>Exercise Guide</i>
Exercise 3.1, p3		<ul style="list-style-type: none"> Revised to <u>add</u> Reserve Military status.
Exercise 3.2, p17		<ul style="list-style-type: none"> Revised to make it a temporary hourly employee. Revised to <u>remove</u> Reserve Military status. Added a question
Exercise 4.1, p36		<ul style="list-style-type: none"> Revised to instruct Agency Approver to reject the PCR with a note that says “salary should be \$28,550. Revised to instruct Initiator to process rejected PCR and resubmit
Exercise 7.6, p64		<ul style="list-style-type: none"> Removed the instructions to change Social Security Number Added instruction to add a note to IT0000 Added instruction to revise IT0006
Exercise 8.1 p66		<ul style="list-style-type: none"> Changed the employee who gives birth to Emily Stafford
Exercise 9.1		<ul style="list-style-type: none"> Added new exercise Jimmy Chonez—change IT0007
Exercise 9.2 P58		<ul style="list-style-type: none"> Added new exercise – create Substitution work schedule

Exercise 9.3, p69	<ul style="list-style-type: none"> • New Exercise: Revise Position Settings. Instructor should be aware that students <u>must</u> select the position number that Karla Hart was promoted to, <u>not</u> the position number she had originally.
Exercise 10.2	<ul style="list-style-type: none"> • Added new exercise – Run Workflow report